

MEMO

To: Town Council
CC: Town Employees
From: John C. Carrington, Interim Town Manager
Date: September 14, 2020
Subject: **Town Manager's Report**



Below, please find my report concerning various items of interest to the Town Council, staff, and the community:

Departmental Reports

- ***Mansfield Board of Education:***

- School began on September 3 in the hybrid model with a full range of mitigation strategies and safety protocols.
- Students attend school 2 days a week and are provided a distance learning plan 3 days a week. On days when they are home, students "zoom" into the classroom at various times of the day.
- 28% of students have opted in to begin remote all 5 days. They are provided a weekly learning plan by a team of Mansfield staff including some synchronous instruction. Students also receive some instruction by Zooming into specific classes; Spanish at the elementary level and World Languages and some math classes at the middle school.
- 16% of special education students attend school 5 days a week due to needs.
- Enhanced cleaning protocols in place with timed cleaning of classrooms, bathrooms, and more throughout the day
- Teachers report happy students who are glad to be back in school.
- Workload for all staff remains significant

- ***Downtown Partnership:***

- Continuing "Mask Up, Mansfield!" public awareness campaign to encourage all residents and visitors to wear a mask, maintain a distance of six feet from others, and wash hands frequently
- Continuing support of all Mansfield businesses by communicating guidance from the state for phased reopening, funding and business development opportunities, and federal news and updates through email blasts and our website (please see mansfieldmdp.org/reopen)
- The Towns of Bolton, Coventry, Mansfield, and Tolland will hold a public presentation on Wednesday, September 16 from 7 pm to 8 pm to present the Regional Economic Vitality Plan for the four towns. You are invited to attend the Zoom presentation.

Computer link:

<https://zoom.us/j/91483061969?pwd=UTITRTVzeXBJSlRtNWNIaGZka3JlZz09>

By Phone:
Dial-in: +1 929 205 6099
Meeting ID: 914 8306 1969
Passcode: 826636

The Towns worked with Advance CT to create the Plan and it was previously reviewed by the Mansfield Economic Development Commission on August 20. A copy of the full plan can be found as a [supplemental item](#) on the Town Council Agendas and Minutes page of the Town website. Information about the presentation can be found in the Events Calendar on the [homepage](#) of the Town website. A flyer for the presentation is included in the Town Council Meeting packet under Communications. If you have comments on the Plan or questions, please provide them to Mansfield Downtown Partnership Executive Director Cynthia van Zelm at vanzelmca@mansfieldct.org.

- **Human Resources**

- Rochelle Lambert joined the Town of Mansfield today as the new Assessor. She previously worked as the Assessor for the City of New London, and prior to that position she worked as the Assistant Assessor for the Town of Colchester. Rochelle is a state certified Assessor and with a CCMA 2 (Connecticut Certified Municipal Assessor 2) designation.
- Chief Fran Raiola has announced his retirement, his last day at work will be January 4, 2021. HR has started to recruit for his replacement

- **Parks & Recreation**

- Community Center non-member access by daily fee resumed on August 31st and has been easily managed.
- Annual discounted Student Membership promotion to the Community Center kicks off on September 15th. This is a \$25.00 per month membership option targeted to middle school, high school and college students. (flyer attached)
- Fall programs have begun with a combination of virtual and in-person classes. Staff continues to plan, adapt and modify programs as needed within the Connecticut sector rules during COVID-19.

- **Public Works:**

- Since the last Town Manager Report, the Public Works Department has removed 18 additional trees.
- Paving is complete on Mansfield Avenue, Mansfield City Road and Hillyndale Road except for the bridge area which will be paved once the bridge has been replaced. Area restoration is ongoing.

- **Solar for All- Mansfield/Windham campaign progress 8/27/20**

The reports have been updated and we are pleased to see the ongoing progress. Canvassing in Willimantic has been successfully noted and an install was completed on Insalaco Drive in Windham.

Families Responded:	36 - (17 Mansfield / 19 Windham)
Contracts Approved:	19 - (9 Mansfield / 10 Windham)
Lost (Shading/Cancel):	1 - (0 Mansfield / 1 Windham)
Feasibility Analysis:	8 - (6 Mansfield / 2 Windham)
Released to Installer:	9 - (3 Mansfield / 6 Windham)
Systems Installed:	1 - (0 Mansfield / 1 Windham)

- **Region 19:** (see attached)

- **Town Clerk**

- November 3, 2020 Election Update**

- Approximately 600+ applications for absentee ballots have been received to date for the November 3, 2020 Election. Applications mailed by the Secretary of the State's Office to all registered voters should begin hitting Mansfield's mailboxes soon at which time we expect the number of application submissions to sharply increase.
 - We have continued our public outreach efforts regarding how to apply and vote by absentee with 1) an absentee ballot process infographic posted on Facebook on August 31st with a reach of 1.7K and 2) a frequently asked questions mailer which reached Mansfield's mailboxes last week. Additionally, the Town Clerk's absentee ballot program webpage is updated regularly (a link to this page is available on the Town's homepage).
 - We continue to aggressively pursue the goal of having Mansfield's entire land record collection (back to 1702) digitized and available online. Significant progress towards that goal was made recently with the scanning and uploading of land records from January 1973 back to February 1930 bringing Mansfield's online records accessibility up to over 90 years of land record history.

Upcoming Events

- *Celebrating Mansfield* all month-long with a town-wide Scavenger Hunt, a virtual Community Puppet-Building Workshop & Pageant with the Ballard Institute & Museum of Puppetry, another round of our popular "Spend & Win!" gift card giveaway contest, and more! Find more information about Festival fun at downtownstorrsfestival.org.
- *Storrs Farmers Market* – Storrs Farmers Market is open every Saturday from 3:00 to 6:00 PM on the front lawn of the Mansfield Town Hall from May through November. Learn more at storrsfarmersmarket.org.

Regional School District 19
Sharon Cournoyer

We opened for all staff on 8/31/2020 with a brief staff meeting, socially distanced, in the gym. This was my first opportunity to see the staff in person since starting in Region 19 on July 1st. Staff had the option to attend remotely from their classrooms as well. We conducted many remote professional learning sessions between 8/31 and 9/8 and we addressed the following topics:

- Safety protocols and procedures
- Canvas (student learning platform) training
- Student wellness activity training (social emotional wellness instruction/curriculum)
- Synchronous Demo lesson with departments (teachers set up their classroom web cams and practices their in-person/remote learning)
- Implicit Bias Training conducted by the NCCJ
- Culturally responsive pedagogy training conducted by St. Joseph's University consultant
- Professional Learning Community time to further develop Unit One resources that were started last June
- Staff Wellness training with Liz Wescott from the Employee Assistance Program to address self-care and collaborative supports
- Synchronous learning apps (i.e. Canvas-i.e. category weights, grade book, speed grader, Zoom, Nearpod, Kami, Jam board, Screencast-o-matic)

We opened with all grade 9 students on Wednesday 9/9/2020. Thursday and Friday, we opened in person for students with last names ending in L-Z and virtually for A-K and any student choosing 100% remote. Today, 9/14/2020, we received our A-K students in person and the L-Z cohort participated virtually along with our 100% remote students. Here are some highlights of those days:

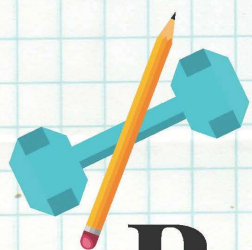
- Our students and staff have been amazing! I couldn't be prouder of them and of the leadership from Dr. DeLoreto, Karen Paroulo and Dave Tanner. Additionally, Dennis Stanavage and his maintenance staff have gone above and beyond to make sure our spaces are appropriately sanitized
- We have had some growing pains along the way with technology, lunch waves, and students bringing their shields. Each glitch was approached with a calm and thoughtful response. Students and families have been very supportive as we all transition to this new learning format
- Bus drop off and pick up keeps getting better with practice. Thank you to Ashford Transportation and M&J Transportation for their partnership. It is also wonderful to watch staff greeting the students and families at drop off and pick up.
- We are in the process of coordinating transportation for our student athletes who are on a virtual day and wish to come to practice and conditioning. Dan Uriano has led that charge.
- Darcy Erwin our nurse supervisor is on the cutting edge of information that we need to keep kids and staff safe. Her calm demeanor, positive attitude, and proactive approach to her work have made a huge impact on not only the health and wellbeing for everyone, but on reducing the anxiety that comes with this reopening.

- We continue to get updates from Rob Miller at the Eastern Highlands Health District regarding the status of positive COVID cases, specifically with the UCONN students and the potential impact on community spread. I was able participate in a meeting with the Eastern Highlands Health District Officials, the Mayor, Deputy Mayor, UCONN officials, and Mansfield Superintendent, Kelly Lyman to discuss and coordinate our response. The communication and collaboration of all organizations have helped to ensure the health and safety for the community.
- I can't thank Rob Miller enough for his quick response to any question or concern that I bring to him.

\$25/MONTH STUDENT MEMBERSHIP

@ the mansfield
community center

- Discount valid on 3-month & annual individual memberships
- Must hold a valid Student ID or show proof of enrollment
- Middle, high school and college students welcome
- Offer begins September 15



BACK TO FIT

mansfield community center

10 S. Eagleville Road, Storrs/Mansfield, CT 06268
www.MansfieldCC.com 860.429.3015



MANSFIELD

COMMUNITY CENTER

Family, Fitness & Fun!



Limit 1 discount per membership.
\$35 enrollment fee applies to all new memberships.